

Wheathampstead Parish Council

The Memorial Hall, Marford Road, Wheathampstead,  
Herts. AL4 8AY  
Tel: 01582 832541  
Email: [info@wheathampstead-pc.gov.uk](mailto:info@wheathampstead-pc.gov.uk)



Clerk to the Council: Julia Warren

20 May 2015

**To: All Councillors**

**Clrs: D Johnston (Chairman), A Brewster, G Clark, A Dante, D Davies, L Halford, S Haynes, T Reason, J Shardlow, P Wilby, P Woodhams**

### Notice of Meeting

You are hereby summoned to a **Special Meeting of the Parish Council** to be held in the **Hewitt Room** on **Thursday 28 May 2015 at 7.30pm.**

*Julia Warren*  
**Clerk to the Council**

### Agenda

- 1 Apologies for absence**
- 2 Specific Declarations of Interests and Dispensations**
- 3 Public Speaking**
- Minutes of Council**
- 4** To approve the Minutes of the Parish Council meeting held on 11 May 2015  
*ATTACHED.*
- 5 Minutes of Committee Meetings**  
To receive the notes of the following working group meetings.

Wheathampstead Community Safety	15 April 2015
Forum	
Community Involvement Committee	27 April 2015
Village weekend WG	12 May 2015
Crinkle Crackle WG	14 May 2015
Planning Committee	18 May 2015
Facilities Management WG	18 May 2015
- 6 Request to Use Marford Field for Fundraising Event on 7 September**  
A request to hold a classic car event on Marford Field in aid of the Hertfordshire Air Ambulance was brought to Council on 11 May. Further details have been

circulated for consideration. Councillors to consider the experience of the organising team in scheduling such events, conflict with similar local events, particularly Harpenden Classic Car Event, mitigation regarding other users of access roads and Marford Field, precedent etc. The organising team ,if given the go ahead, need advertising time and time to notify key organisations (it is understood police and fire service have been approached for advice).

Councillors to consider to approve or not the request and if approved any conditions including fee.

**7 Standing Orders**

Recommendation to add under section 5, ordinary meetings:

*'A second Vice-Chairman with special responsibilities may be appointed at any full council meeting for a period not to exceed the date of the next annual meeting.'*

**8 Appointment of additional vice chairman to council**

Recommendation that Cllr Brewster be appointed Vice- Chairman, Localism for 2015-16

**9 Bank Mandate**

Recommendation to reapprove bank mandate for transparency of a new Council.

To approve signatories for the Co-Op current/ cheque account any two councillors with Clerk or Deputy Clerk.

To approve signatory for Public Sector Deposit Account (money can only be moved out into the Co-Op account) as Clerk or in her absence the Deputy Clerk

**10 Maintenance Contractor**

Recommendation to approve 2015-16 quotes from Village Maintenance, these being

Litterpicking £2,912

Play area inspection £2,912

3G pitch maintenance £5,824

These fall within budgeted amounts

**11 Maintenance work to grass football pitches**

WWFC have requested that WPC undertake pitch work including vertidrainning, which WWFC would refund. Approval for works sought.

**12 Accounts for Payment and Finance Reports**

Attached for consideration and approval

**13 Consultations, training and meetings**

Reports from councillors